ADJUSTMENTS

ADJUSTMENTS

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3.1.3.1.2 Adjustments

NPPS shall provide the following capabilities for adjusting the results of current pay actions and accumulations data.

3.1.3.1.2.1 Adjustments to Current Pay Period Earnings

The capability shall be provided to enter and modify adjustments for base pay, premium pay, net pay, cost of living allowance, foreign differential pay, and lump sum leave payments.

3.1.3.1.2.1-100 Base and Premium Earnings Adjustments

The capability shall be provided for biweekly adjustments to an employee's computed base and gross earnings.

3.1.3.1.2.1-101

The capability shall be provided to establish and modify plus or minus base and premium hours and earnings adjustments and associated remarks for each adjustment. Base and premium hours and earnings adjustments transaction inputs shall be edited as specified in AppendixF, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.1-102

The capability shall be provided to accept the establishment or modification of a biweekly adjustment for base or gross earnings only when the base or gross adjustment does not cause the employee's net pay to be negative.

3.1.3.1.2.1-103

The capability shall be provided to apply the adjustment amount to the corresponding earnings accumulation data field. The current pay period adjustment field values shall be maintained separately from the current pay period amounts computed from current T&A hours.

3.1.3.1.2.1-104

The capability shall be provided to accept the establishment of a biweekly adjustment for overtime hours and earnings only when both values are positive or negative.

3.1.3.1.2.1-105

The capability shall be provided to compute the dollar amount of the base and premium adjustment when only the hours are entered for the adjustments as follows.

Adjustment Type	Computation
Basic*	Hours Entered X Current Hourly Basic Pay Rate
Overtime	Hours Entered X (1.5 Current Hourly Base* Earnings Rate) For Non-wage Grade Employees Up To The Maximum Statutory Overtime Rate
Holiday Worked	Hours Entered X Current Hourly Base* Earnings Rate
Hazardous	Hours Entered X Differential For Duty Performed (Table Entry In THAZARD For Code A, B, Or C) (Current Hourly Base* Earnings Rate)
Sunday	Hours Entered X (.25 (TPREM Table Value) X Current Hourly Base* Differential Earnings Rate)
Night	Hours Entered X (.10 (TPREM Table Value) Current Hourly Base* Differential Earnings Rate)

* Base Earnings Rate = Basic + Locality + AUO hourly rates

3.1.3.1.2.1-200 Pay Adjustments

The capability shall be provided to establish and modify a biweekly adjustment for each class of base earnings continuing pay specified below. A continuing pay adjustment is a form of pay that is paid in the same manner and at the same time as basic pay.

3.1.3.1.2.1-201

The capability shall be provided to establish and modify a biweekly adjustment to the locality pay component of base earnings.

3.1.3.1.2.1-202

The capability shall be provided to establish and modify a biweekly adjustment to the AUO pay component of base earnings.

3.1.3.1.2.1-203

The capability shall be provided to enter a biweekly adjustment for adjusted basic pay (base plus locality) that shall be used to compute the basic and locality pay components for posting to earnings accumulators and biweekly adjustments.

3.1.3.1.2.1-204

The capability shall be provided to establish and modify the foreign differential rate to be used to determine the continuing pay differential based on the rate multiplied by the base earnings. Foreign differential rate transaction inputs shall be edited as specified in AppendixF, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.1-205

The capability shall be provided to establish and modify a cost of living rate to be used to determine the continuing pay differential based on the rate multiplied by the base earnings (used to adjust net earnings). Cost of living rate transaction inputs shall be edited as specified in AppendixF, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.1-206

The capability shall be provided to establish and modify a biweekly adjustment to the continuing pay applied to gross earnings for a retention allowance.

3.1.3.1.2.1-207

The capability shall be provided to establish and modify a biweekly adjustment to the continuing pay applied to gross earnings for a supervisory differential.

3.1.3.1.2.1-208

The capability shall be provided to establish and modify a biweekly adjustment to the continuing pay applied to gross earnings for a staffing differential.

3.1.3.1.2.1-209

The capability shall be provided to establish and modify a biweekly adjustment to the availability pay component of base earnings.

3.1.3.1.2.1-300 Lump Sum Leave Payments

The capability shall be provided for the establishment of the hours and the hourly rate of pay to be paid an employee for lump sum leave upon separation (NOACs 3**, ***T).

3.1.3.1.2.1-301

The capability shall be provided for the user to establish two lump sum leave hours values and an hourly rate for each to be used for computation of the gross lump sum leave earnings. If no rate is entered, the capability shall be provided to use the current hourly rate (Salary: Hourly + Availability Pay: Hourly Rate).

3.1.3.1.2.1-302

The capability shall be provided to specify the use of a 28 percent federal tax rate or the use of the employee's W4 parameters for the computation of the federal tax withholding deduction from the lump sum leave earnings.

3.1.3.1.2.1-303

The capability shall be provided to compute the net earnings when lump sum leave hours are entered for an employee who is terminating in the current pay period (Duty Status = Z and Reactivation Indicator = 0) or who has been terminated in a prior pay period (Duty Status = Z and Reactivation Indicator = 3) and is being reactivated for the purpose of paying the lump sum leave earnings. The deductions for federal, state, city, and county taxes and net adjustments to collect any money owed to the government (e.g., collection for FEHB, FEGLI, etc.) shall be the only deductions computed for the lump sum leave earnings.

3.1.3.1.2.1-400 Adjustments to Net Earnings

The capability shall be provided for employee net earning adjustments required to apply plus and minus adjustments to deductions for the employee for the current pay period. A positive adjustment shall be applied as a collection (net pay decreases and the deduction increases) and a negative adjustment shall be applied as a refund (net pay increases and the deduction decreases). A positive adjustment to the government contribution shall be applied as an increase to the contribution amount, and a negative adjustment shall be applied as a decrease to the contribution amount.

3.1.3.1.2.1-401

The capability shall be provided to establish and modify deductions adjustments. Deductions adjustments transaction inputs shall be edited as specified in Appendix E, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.1-402

The capability shall be provided for plus and minus adjustments and associated remarks to be identified with the following deduction/adjustment categories for application during net pay computation.

- Civil Service Retirement System (CSRS), Employee and Government

- Federal Employee Retirement System (FERS), Employee and Government

- Federal Insurance Contribution Act (FICA), Employee and Government

- Hospital Insurance Tax (HIT), Employee and Government

- Federal Tax

- State Tax and Prior State Tax

- TSP Loan 1 and 2

- City Tax

- County Tax

- Earned Income Credit

- Union Dues

- Combined Federal Campaign

- Bill of Collection

3.1.3.1.2.1-403

The capability shall be provided to enter and maintain FEHB data as specified in table TFEHB in Appendix J for use in health insurance adjustments transaction editing, deduction computations, and reporting.

3.1.3.1.2.1-404

The capability shall be provided to enter and maintain FEGLI data as specified in table TLIFE in Appendix J for use in FEGLI adjustments transaction editing, deduction computations, and reporting.

3.1.3.1.2.1-405

The capability shall be provided for plus and minus adjustments and associated remarks for the following.

- Federal Employee Health Benefits (FEHB)

    - FEHB (Current Plan)

    - FEHB Government Contribution (Current Plan)

    - FEHB (Prior Plan)

    - FEHB Government Contribution (Prior Plan)

- Federal Employee Group Life Insurance (FEGLI)

  - Family Optional Coverage

  - Optional A Coverage

  - Additional Optional B Coverage

  - FEGLI Government Contribution

3.1.3.1.2.1-500 TSP Adjustments

The capability shall be provided to establish and modify adjustments to an employee's TSP deductions and government contributions. Adjustment capabilities shall be provided as follows.

- Positive adjustments to the current pay period TSP deduction to deduct and submit deduction amounts omitted in prior periods. A TSP record type 11 for submission to the National Finance Center shall be generated to include this adjustment plus the current period deduction, if any. An effective pay date equal to the value of the current TSP Effdate shall be generated by NPPS for this adjustment.

- Negative adjustments to the current pay period TSP deduction to refund deduction amounts erroneously deducted and submitted in prior periods. A TSP record type 21 for submission to the National Finance Center shall be generated. Up to 26 separate adjustments shall be allowed. Each adjustment entry shall require an effective date that is equal to an effective pay date (a valid TSP Effdate) prior to the current pay date. When supporting history data is present, the adjustment amount must be equal to or less than the original TSP deduction plus original TSP adjustment(s) for the effective pay period.

3.1.3.1.2.2 Accumulations Adjustments

The capability shall be provided for the adjustment of accumulations of dollars and hours paid and leave accounting accumulations.

3.1.3.1.2.2-100 Accumulations of Dollars and Hours Paid Adjustments

The capability shall be provided for the adjustment of accumulation of earnings, deductions, leave costs, and hours worked.

3.1.3.1.2.2-101

Accumulations adjustments of dollars and hours paid transaction inputs shall be edited as specified in Appendix F, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.2-102

The capability shall be provided to establish an adjustment to accumulations of earnings, deductions, leave costs, and hours worked only when the value of the adjusted field after adjustment is positive.

3.1.3.1.2.2-103

The capability shall be provided to automatically apply adjustments to earnings and deductions accumulations associated with HIT, FICA, and federal, state, city, and county taxable earnings, TSP deductions, and tax withholdings when current pay period permanent change of station earnings and the associated tax withholdings are entered.

3.1.3.1.2.2-104

The capability shall be provided to establish and modify limited appointment accumulations adjustments.

3.1.3.1.2.2-105

The capability shall be provided to establish and modify positive TSP record type 41 adjustments for submission to the National Finance Center to resubmit previously rejected TSP record type 11s. Up to 26 separate adjustments shall be allowed. These adjustments shall not affect employee pay.

3.1.3.1.2.2-106

The capability shall be provided to enter and modify YTD, QTD, and MTD earnings and deductions accumulations that were saved for a maximum of three former taxing states when the taxing entity was changed to another taxing entity or the tax withholding requirement was cancelled.

3.1.3.1.2.2-107

The capability shall be provided to allow the establishment or modification of former state tax data only when the state tax earnings, deductions, and state tax code are present.

3.1.3.1.2.2-108

The capability shall be provided to enter and modify YTD, QTD, and MTD earnings and deductions accumulations that were saved for a maximum of three former taxing cities and counties when the taxing entity was changed to another taxing entity or the tax withholding requirement was cancelled.

3.1.3.1.2.2-109

The capability shall be provided to allow the establishment or modification of former city or county tax data only when the city or county tax earnings, deductions, and tax code are present.

3.1.3.1.2.2-110

The capability shall be provided to allow the establishment or modification of an employee's transferred in values of base earnings, FICA earnings and deductions, and TSP deductions from a previous employer.

3.1.3.1.2.2-200 Leave Accounting Adjustments

The capability shall be provided for the adjustment of employee leave balances and accumulations for the following leave types.

- Annual Leave

- Compensatory Time

- Religious Compensatory Time

- Continuation of Pay

- Credit Hours Leave

- Donated Annual Leave

- Home Leave

- Leave Without Pay

- Restored Annual Leave

- Sick Leave

Other Paid and Unpaid Leave (Excused, Administrative, Jury, Military, Graduate, Court, Holiday, Time-Off, AWOL, and Suspension)

3.1.3.1.2.2-201

The capability shall be provided to adjust leave account balances and accumulations. Leave adjustments transaction inputs shall be edited as specified in Appendix F, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.2-202

The capability shall be provided to adjust the individual balances available for use for annual leave, sick leave, compensatory time, religious compensatory time, credit hours, restored leave, continuation of pay, and home leave by adjusting the accumulation elements used to compute the balance.

3.1.3.1.2.2-203

The capability shall be provided to adjust the individual accounts maintained for compensatory time, religious compensatory time, continuation of pay leave, donated leave, time-off, and restored annual leave.

3.1.3.1.2.2-204

The capability shall be provided to allow the use of advanced annual leave only when the advanced ineligibility flag is not Y.

3.1.3.1.2.2-205

The capability shall be provided to establish employee eligibility to receive and use donated annual and restored leave under the rules of the transferred leave program for medical emergencies. The capability to establish an effective date to signal the beginning of eligibility to use donated leave and medical emergency reason code (E = employee related emergency, F = family member emergency) shall be provided, as well as a cancellation date to determine the end of the medical emergency and the end of the eligibility period for the use of donated annual and restored leave.

3.1.3.1.2.2-206

The capability shall be provided to transfer donated annual and restored leave from a set of donors to a recipient using a mass transaction.

The capability shall be provided to disallow the transfer of donated annual and restored leave when no effective date and reason code are present for the recipient. An informative message indicating that a donation limit may have been exceeded shall be produced when the donor has, or will have as a result of the current transfer, transferred more than one half of the current year's annual leave accrual entitlements based on the donor's current accrual rate and projected changes to the rate in the current leave year. Donations shall be deducted beginning with the accrued balance before future projections are used. The capability shall be provided to transfer donated restored leave from the donor's unexpired restored leave accounts. The leave shall be taken in ascending order from oldest account (first to expire) to the newest account (last to expire). If all accounts have expired, the donation shall be disallowed.

3.1.3.1.2.2-207

The capability shall be provided to return unused donated annual and restored leave from a recipient to the original donors using a mass transaction. The capability shall be provided to disallow the return of donated leave in excess of the donated leave balance available or the return to a donor in excess of the original amount donated. The capability shall be provided to return unused donated restored leave to the donor's oldest unexpired restored leave account. If all accounts have expired, the return shall not be accepted.

3.1.3.1.2.2-208

The capability shall be provided to allow an adjustment to cumulative advanced sick leave used only when it will not result in a negative advanced sick leave balance.

3.1.3.1.2.2-209

The capability shall be provided to initialize the Annual Leave, Sick Leave, and Credit Hours balances during the pay period initialization process for all employees terminating during the pay period.

3.1.3.1.2.2-210

The capability shall be provided to initialize the NEBA: Basic Enrollment Code, NEBA: Spouse Enrollment, NEBA: Optional Units, NEBA: Smoker Indicator, and Empl NEBA Chptr Code fields during the pay period initialization process for all employees terminating during the pay period.

3.1.3.1.2.2-211

The capability shall be provided to query and modify records of forfeited and extended compensatory time. Modification of these records shall not be allowed if the employee has a good T&A or has a Duty Status of Z. The capability shall be provided to renew the usability of the compensatory time hours by establishing a future pay period number or pay period ending date past which the extension will expire and the hours will be forfeited.

3.1.3.1.2.2-212

The capability shall be provided to initialize all Advanced Sick Leave fields if the Sick Leave: Advanced Bal Owed is equal to zero and the Sick Leave: Advanced Dte Limit is less than or equal to the Pay Cntl: Current PP Ending Date.

3.1.3.1.2.2-213

When a new Comp Time: Hours entry is added to an employee's record, the capability shall be provided to set the Comp Time: Hourly Rate to the current overtime rate if the Comp Time: Hourly Rate is left blank.

3.1.3.1.2.3 Computation of Re-employed Annuitant Offset

The capability shall be provided to compute the amount of the current pay period salary offset amount for a re-employed annuitant (Annuitant Indicator = 1, 4, 5, A, C, or E) as follows. (The results are for reporting only.)

Computation of Re-employed Annuitant Offset (Hourly Paid Employees)

A / 2087 (rounded to nearest cent) x B

Where:

A = Scheduled Salary - Salary

B = Base Hours: B/W (hours worked + paid leave)

Computation of Re-employed Annuitant Offset (Daily Paid)

A x B

Where:

A = Scheduled Salary - Salary

B = Number of days worked

3.1.3.1.2.4 Adjustment of Re-employed Annuitant Offset

The capability shall be provided to allow the adjustment of the computed amount of re-employed annuitant salary offset for an individual participating in either the CSRS or FERS retirement plans.

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ADMINISTRATIVE ACTIONS

ADMINISTRATIVE ACTIONS

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3.1.3.1.3 Administrative Actions

NPPS shall provide the capability to establish and maintain the following types of administrative data.

- Addresses

- Tour of Duty

- Pay Block Assignment

- Spousal Health Benefits

- Cash Awards

3.1.3.1.3-100 Addresses

The capability shall be provided to establish employee data required to establish addresses for mailing and net pay disposition.

3.1.3.1.3-101

The capability shall be provided to identify employees' mailing address and to identify net pay disposition to either an EFT routing number or address to which the employee's check will be mailed.

3.1.3.1.3-102

The capability shall be provided to apply the establishment or modification of an employee's mailing address only when street address, city, state, and zip code are entered.

3.1.3.1.3-103

The capability shall be provided to apply the establishment or modification of employee net pay disposition only when either EFT or check address data are entered, but not both.

3.1.3.1.3-104

The capability shall be provided to allow the establishment of employee net pay disposition by EFT only when the routing number, account number, and account type are all entered.

3.1.3.1.3-105

The capability shall be provided to accept the establishment or modification of the employee net pay disposition by EFT only when the account number does not contain characters other than 0-9, A-Z, and hyphen.

3.1.3.1.3-106

The capability shall be provided to update the employees Thrift Savings Plan Separation Flag to a '1' when the Home Mailing Address is changed and Retirement Code is equal to 'M', 'N', or 'K'; and TSP Status Code equal to 'Y', 'N', 'T', or 'E'; and Retirement Code not equal to 'M', 'N', or 'K'; and TSP Status Code equal to 'Y'.

3.1.3.1.3-200 Tour of Duty

The capability shall be provided to establish tour of duty data required for payroll processing and reporting.

3.1.3.1.3-201

The capability shall be provided to enter and modify the employee's daily tour shift hours, from and to (Tour of Duty Shift: From and Tour of Duty Shift: To). The employee T&A shall be processed as an irregular tour employee if the daily tour shift hours are blank or zero. (Refer to Paragraphs 3.1.3.2.1-116 and 3.1.3.2.2.1-100.) Other values of these fields are subject to local option only.

3.1.3.1.3-202

The capability shall be provided to identify employees who are participating in a flexi-tour program (eligible for credit hours leave).

3.1.3.1.3-203

The capability shall be provided to identify employees who are participating in a compressed workweek program (may report less than 40 base hours in one week and more than 40 base hours in the other week for a total of 80 base hours).

3.1.3.1.3-204

The capability shall be provided to identify employees (firefighter/law enforcement) who work uncommon tours and their weekly tour hours (total hours in the week).

3.1.3.1.3-205

The capability shall be provided to identify employees who are participating in an installation-unique tour not recognized by NPPS processing capabilities.

3.1.3.1.3-206

The capability shall be provided to establish and modify T&A distribution code for use by installation-unique T&A distribution processes. The capability shall be provided to

maintain the distribution code as an individual employee transaction or as a mass transaction for multiple employees.

3.1.3.1.3-207

The capability shall be provided to globally modify the T&A distribution code by specifying the from and to values without identifying the specific employees.

3.1.3.1.3-300 Pay Block Assignment/Reassignment

The capability shall be provided to establish and modify assignment of employees to pay block groupings for internal payroll administration and work control.

3.1.3.1.3-301

The capability shall be provided for the user to specify the default pay block assignment for new employees in their first pay period.

3.1.3.1.3-302

The capability shall be provided to change the default to another pay block in the employee's first pay period. Once 80-hour normals controls have been computed (refer to Paragraph 3.1.3.1.4), further modification to the new employee's pay block shall not be allowed.

3.1.3.1.3-303

The capability shall be provided to establish a new pay block assignment to be effective at the beginning of the next pay period. The capability shall be provided to maintain the new pay block value as an individual employee transaction or as a mass transaction for multiple employees.

3.1.3.1.3-400 Spousal Health Benefits

The capability shall be provided to account for cash payments resulting from the collection for health benefits under the Spouse Equity Act of 1985.

3.1.3.1.3-401

The capability shall be provided to record cash receipts from spouses of former employees who have elected to make payments for health benefit coverage.

3.1.3.1.3-402

The capability shall be provided to apply the establishment or modification of a payment record only when the value of the cash payment is not zero.

3.1.3.1.3-500 Cash Awards

The capability shall be provided for the user to specify mass employee cash awards processed in the current pay period that will require a payment record to be sent to the Treasury via the net pay check tape. A query of each employee's current cash award earnings, federal withholding, HIT, FICA, city, and state tax deductions shall be provided (Core Report 978).

CONTROLS

CONTROLS

TABLE

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3.1.3.1.4 Controls

NPPS shall provide the following processing capabilities to support control of the payroll data entry and pay computation process.

- Normals Controls

- Allotments Controls

- Gross-to-Net Pay Controls

- Accumulations Adjustments Controls

3.1.3.1.4-100 Normals Controls

The capability shall be provided to compute normal pay controls for each employee active for pay, except intermittent appointees (Work Schedule = I) and those reactivated for pay purposes and totals for pay block and center.

3.1.3.1.4-101

The capability shall be provided to compute an 80-hour normal as follows.

Gross Earnings = Base (80 hours x hourly rate)+ Foreign Differential Earnings

Net Earnings   = Gross Earnings Minus All Deductions (Ignoring Statutory Limits) + Cost of Living Adjustment

3.1.3.1.4-102

The capability shall be provided to compute a tour of duty normal for a part-time employee as specified in Paragraph 3.1.3.1.4-101 except the employee part-time hours value shall be used in place of the 80-hour value.

3.1.3.1.4-103

The capability shall be provided for the 80-hour normal control to establish a pay period baseline old normal at the beginning of a pay period using the 80-hour normal values from the previous pay period. A new normal control amount shall also be established and maintained during the new pay period. At the beginning of the pay period, the new normal control amount shall be equal to the old normal and shall be recomputed for each element of the controls (as specified in Paragraph 3.1.3.1.4-101) whenever changes to the data fields specified in Table 3.1.3.1.4-1 are made as a result of a pay or personnel action.

TABLE 3.1.3.1.4-1 ACTIONS CAUSING 80-HOUR NORMALS COMPUTATION (PAGE 1 OF 4)

1.   Addition or cancellation of the following deductions.

- Bond Enrollments

- Military Deposit

- Combined Federal Campaign

- Union Dues

- NEBA Life Insurance

- Savings Allotment

- TSP Loan Allotment

- Bankruptcy Payment

- Child Support Payment

- Commercial Garnishments

- Indebtedness to the Government Payment

- Federal or State Taxes

- City or County Tax Deduction

- TSP Deduction

- FEGLI Enrollment

- FEHB Enrollment and payers of full premium stat changes

2.   Separation Action (Mature, NOACs 3**, ***T)

- New normals shall be set to zero

TABLE 3.1.3.1.4-1 ACTIONS CAUSING 80-HOUR NORMALS
COMPUTATION (PAGE 2 OF 4)

3.   Modification of the following fields.

- COLA: Rate

- Foreign Diff: Rate

- Retention Allowance

- Supervisory Differential

- Voluntary Allot: Amt

- TSP: Loan Ded Requested 1

- TSP: Loan Ded Requested 2

- Bond: Requested Deduction

- NEBA: Basic Enrollment Code

- NEBA: Optional Units

- NEBA: Smoker Indicator

- NEBA: Spouse Enrollment

- Employee NEBA Travel Accident Insurance Plan

- Employee NEBA Travel Accident Insurance Amount Indicator

- Employee NEBA Travel Accident Insurance Spouse Coverage

- CSRS: Mil Dep Requested W/H

- FERS: Mil Dep Requested W/H

- CFC: Requested Deduction

- Union Code

- Union Dues: Required

- Empl Adv Pay Requested Ded Amt

- Empl AUO Anl Amt

- Availability Pay: Annual Amt

TABLE 3.1.3.1.4-1 ACTIONS CAUSING 80-HOUR NORMALS
COMPUTATION (PAGE 3 OF 4)

- Empl Stfng Dfrntl Anl Amt

- Empl Basic Pay Amt

- Empl Lclty Adjstmnt Anl Amt

- TSP: Elected Amount of Ded

- TSP: Elected Rate of Ded

- Federal Tax: Additional

- Federal Tax: Exempted

- Federal Tax: Exemptions

- Federal Tax: Marital Code

- State Tax: Additional Exempts

- State Tax: Additional W/H

- State Tax: Alternate Amount

- State Tax: Alternate Percent

- State Tax: Code

- State Tax: Exemptions

- State Tax: Marital Code

- City/County Tax: Additional Exempts

- City/County Tax: Additional W/H

- City/County Tax: Alternate Amount

- City/County Tax: Alternate Percent

- City/County Tax: Code

- City/County Tax: Exemptions

**TABLE 3.1.3.1.4-1 ACTIONS CAUSING 80-HOUR NORMALS
COMPUTATION (PAGE 4 OF 4)**

- City/County Tax: Marital Code

- Bankruptcy: Requested Ded

- Indebtedness Due US: Req W/H

- Child Support: Requested Ded

- Empl Grnsh Rqrd PP Ded Amt

- Duty Status

- Date of Birth

- RetirementPlan

- Annuitant Indicator

- TSP: Employee Status Code

- Salary

- Grade: Current

- Step

- Head of Agency

- Supervisory Code

- Pay Plan

- Position Type

- Tenure Code

- Work Schedule Code

3.1.3.1.4-104

The capability shall be provided to globally compute the 80-hour normal controls to provide a new baseline for the controls at the user's request when global pay parameters change (e.g., tax rate table changes).

3.1.3.1.4-200 Allotment Controls

The capability shall be provided to compute allotment control totals (dollar value) for changes to voluntary allotments at the center level for changes made during the pay period.

3.1.3.1.4-201

The capability shall be provided to identify the savings allotments controls at the center level with the allotment breakdown as follows.

Allotments Controls

A + B + C - D - E

Where:

A = Prior Pay Period Allotments Total

B = New Allotments this Pay Period

C = Increases in Existing Allotments this Pay Period

D = Cancellations this Pay Period

E = Decreases in Existing Allotments this Pay Period

3.1.3.1.4-300 Gross-to-Net Pay Controls

The capability shall be provided to maintain gross-to-net controls for each employee, pay block, and center as follows.

Gross-to-Net Controls

A + B + C + D + E = F + G + H - I - J - K

Where:

A = Base Earnings (includes Locality, AUO, and Availability Pay components)

B = Premium Earnings

C = Continuing Pay Adjustments (Staffing Diff., Supervisory Diff., Retention Allowance, Foreign Diff.)

D = Lump Sum Leave Earnings

E = Adjustments to Base and Gross Earnings (biweekly)

F = Net Earnings

G = Deductions

H = Net Adjustments (-)

I = Net Adjustments (+)

J = EIC

K = Cost of Living Allowance

3.1.3.1.4-400 Accumulations Adjustments Controls

The capability shall be provided to compute accumulation controls for the pay block and center when the accumulation adjustments for earnings and deductions specified in Paragraph 3.1.3.1.2.2-102 are applied and when accumulation of earnings and deductions are adjusted by the mature processing of awards. The control shall be computed and recorded for each accumulator field, as specified in Appendix F, as follows.

Prior Accumulation Value - New Accumulation Value = Difference After Adjustment

OUTPUTS

The following outputs result from the Payroll Actions process.

3.1.3.1-500

Error and information messages.

3.1.3.1-600

Normal controls, allotment controls, gross-to-net controls, and accumulation adjustment controls. Refer to Core Reports 959, 967, 968, 969, and 973.

3.1.3.1-700

Employee record updates for each payroll action consisting of the inputs specified in Appendix F.

3.1.3.1-800

Transaction history updates containing the payroll action transaction data required for history as defined in Appendix F.

PAY COMPUTATIONS

PAY COMPUTATIONS

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3.1.3.2 Pay Computations

NPPS shall compute leave and pay based on the entry of T&A data actions affecting current pay period earnings, deductions, or leave balances.

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TIME AND ATTENDANCE

3.1.3.2.1 Time and Attendance

NPPS shall provide the capability for T&A transactions to be the only source of current hours from which NPPS computes earnings.

INPUTS

The inputs for T&A are listed in Appendix F.

PROCESSES

3.1.3.2.1-100

The capability shall be provided to accept T&A from a standard interface file of transactions as well as online input. A maximum of three T&As for an employee for each week shall be processed to accommodate working three different shifts in the same week.

3.1.3.2.1-101

The capability shall be provided to automatically create zero-hour T&As for individuals being paid severance pay (separation NOAC = 312, 330, or 356 and having an unpaid dollar limit) and 80-hour T&As for those employees who are in LWOP status (duty status = L) in the current pay period when T&As are input via the T&A interface file.

3.1.3.2.1-102

The capability shall be provided to mark the T&A in error status if an employee's Weekly Uncommon Tour Hours are greater than zero (indicating that the employee works in a fire protection/prevention or law enforcement position and is working an uncommon tour) and Hazardous Hours, Night Differential Hours, or Sunday Differential Hours are reported.

3.1.3.2.1-103

The capability shall be provided to mark the T&A in error status if Senior Executive Service (SES) appointees (pay plan = ES and position type = 6 or pay plan = EX) report any premium hours worked (Overtime Hours, Hazardous Hours, Sunday Differential Hours, Night Differential Hours, Comp Time: Earned).

3.1.3.2.1-104

The capability shall be provided to mark the T&A in error status if Federal Wage System employees (NASA classification code = 10000) report Night Differential Hours.

3.1.3.2.1-105

The capability shall be provided to mark the T&A in error status if a shift value of 2 is entered for non-Federal Wage System employees and Night Differential hours are not reported, or if night differential hours are reported for non-Federal Wage System employees and a shift value of 2 is not entered, or if a shift value of 3 is entered for non-Federal Wage System employees.

3.1.3.2.1-106

The capability shall be provided to mark the T&A in error status if any weekly reported hours field does not contain a value between zero and 40 except for the following conditions.

- Night Differential or Hazardous Hours shall be in error status if value is not equal to or is not between zero and the weekly total hours, computed as follows.

   Weekly Total Hours

   $A + B + C + D + E + F =$

   Where:

   A = Regular Hours

   B = Paid Leave

   C = Overtime Hours

   D = Holiday Worked Hours

   E = Compensatory Time Earned

   F = Credit Hours Earned

- Holiday worked hours - Value must not be greater than Holiday Leave hours reported for the week.

- Comp time earned or overtime hours - Value may be greater than 40 in one week.

- Employee is working a compressed work week (Compressed Work Week Flag = Y).

- Employee is in severance pay status (separation NOAC = 312, 330, or 356 and having an unpaid dollar limit).

3.1.3.2.1-107

The capability shall be provided to mark the T&A in error status if Graduate Leave is reported by permanent, full-time Coop employees (Position Code = 0).

3.1.3.2.1-108

The capability shall be provided to mark the T&A in error status if Comp Time Leave is reported by Federal Wage System employees (NASA Classification Code = 10000).

3.1.3.2.1-109

The capability shall be provided to mark the T&A in error status if Credit Hours Leave is reported by appointees with Pay Plan equal to ES or EX or employees not on flexi-tour (Flexi-Tour Indicator = blank).

3.1.3.2.1-110

The capability shall be provided to mark the T&A in error status if Restored Leave is reported by worker trainees (Position Code = 4).

3.1.3.2.1-111

The capability shall be provided to mark the T&A in error status if Military Leave is reported by the following.

- Part-time Coops (Position Code = 1, Tenure Code = 1 or 2)

- Temporary Employees (Position Code = 1, 3, or 5 and Tenure Code = 0 or 3)

- Youth Opportunity (Position Code = 2)

- Military Leave: Used B/W Hours > (Military Leave: Bal Days FYTD x 8)

- Value is not a multiple of 8 when Compressed Work Week Flag equals blank

3.1.3.2.1-112

The capability shall be provided to mark the T&A in error status for any employee whose work schedule is intermittent (Work Schedule = I) and any leave is reported.

3.1.3.2.1-113

The capability shall be provided to mark the T&A in error status when COP Leave is reported unless at least one value of COP Leave Date Limit has been previously established for the employee.

3.1.3.2.1-114

The capability shall be provided to mark the T&A in error status if the total regular hours, paid leave hours, and non-paid leave hours is not equal to 40 hours per week for each employee except those meeting the following criteria.

- New employees for the current pay period

- Employees terminating in the current pay period

- Employees whose work schedule is intermittent or part-time (Work Schedule = P, S, T, or I)

- Employees whose occupation is either fire protection/prevention or law enforcement (Weekly Uncommon Tour Hours greater than zero)

- Employees on furlough (Duty Status = F)

- Employees on Compressed Work Week tours (Compressed Work Week Flag not blank)

3.1.3.2.1-115

The capability shall be provided to mark the T&A in error status if the employee is paid on a daily basis (Pay Basis = PD) and the weekly total reported hours are not divisible by 8 or the weekly total reported hours are greater than 56.

3.1.3.2.1-116

The capability shall be provided to mark the T&A in error status if the total Overtime Hours plus Regular Hours and paid and non-paid leave does not total at least 40 hours for employees who are on an irregular tour (Tour From and To Hours are zero).

3.1.3.2.1-117

The capability shall be provided to mark the T&A in error status if the employee is subject to a dollar limit (dollar limit is not zero) and the employee's Limited Appointment: Balance has reached zero in a prior pay period.

3.1.3.2.1-118

The capability shall be provided to mark the T&A in error status if an employee whose Position Code is not zero is subject to an hour limit (hour limit is not zero) and the employee's Limited Appointment: Balance has reached zero in a prior pay period.

3.1.3.2.1-119

The capability shall be provided to mark the T&A in error status if the employee is subject to a day limit (day limit is not zero) and the Limited Appointment: Balance has reached zero in a prior pay period.

3.1.3.2.1-120

The capability shall be provided to mark the T&A in error status if Holiday Hours are reported for a week that contains no official federal holiday.

3.1.3.2.1-121

The capability shall be provided for T&A reported hours controls to be created and maintained for each type of T&A hours reported. Totals shall be maintained at the center level, pay block level, and for groups of 100 employees within each pay block. The capability shall be provided to prepare the following controls by pay block and center.

- Each type of hours reported in groups of 100 employees

- Number and identification of missing T&As

- Number of employees reactivated for pay this pay period

3.1.3.2.1-122

The capability shall be provided to identify the pay period T&A processing status of each active employee. The status shall be identified as missing, current T&A is in error, and good transaction (the T&A has been processed for current pay period pay and leave computation).

3.1.3.2.1-123

The capability shall be provided to mark the T&A in error status if an hourly intermittent employee (Work Schedule = I, Pay Basis = PH) if it contains premium hours other than overtime.

3.1.3.2.1-124

The capability shall be provided to mark the T&A in error status if a new employee's (New Employee Indicator = Y) check routing information (Financial Inst Routing Nbr or Address: Check Mailing) has not been entered.

3.1.3.2.1-125

The capability shalbe provided to mark the T&A in error status if the employee is part time (Work Schedule = P, S, or T)and the total pay period reported hours (week one plus week two) is less than the scheduled Part-Time Hours

 3.1.3.2.1-126

The capability shall be provided to convert Military Leave hours to days as follows.

Compressed Work Week Flag = Blank

Reported Hours / 8

Compressed Work Week Flag = 'Y'

Reported Hours / 8 rounded down to whole days **

** If reported hours equals 72, days shall equal 8 instead of 9.

3.1.3.2.1-127

The capability shall be provided to mark the T&A in error status if the employee is receiving availability pay (Availability Pay: Hourly Rate not = 0) and the Compressed Work Week Flag = Y.

OUTPUTS

The following outputs result from the T&A process.

3.1.3.2.1-200

Employee database updates of T&A reported hours inputs as specified for T&A in Appendix F.

3.1.3.2.1-201

T&A reported hours control. Refer to Core Report 972.

3.1.3.2.1-202

Biweekly totals of reported hours for each employee and pay block. Refer to Core Report 100.

3.1.3.2.1-203

Error and information messages from T&A data entry. (Interactive Responses and Core Report 201 produced after batch T&A process.)

LEAVE ACCOUNTING

3.1.3.2.2 Leave Accounting

NPPS shall provide the capability to compute the biweekly accrual of annual and sick leave and to account for the usage of the following leave types.

Paid Leave	**Non-paid Leave**
Administrative	Absent Without Leave
Annual and Advanced Annual	Leave Without Pay
Compensatory Time	Suspension
COP	
Court	
Credit Hours	
Excused	
Donated and Transferred Annual	
Graduate	
Holiday	
Home	
Jury Duty	
Military	
Religious Compensatory Time	
Restored Annual	
Sick and Advanced Sick	
Time-Off	

3.1.3.2.2.1 Leave Accrual

NPPS shall compute the amount of annual and sick leave accruals available for use in the current and future pay periods through the end of the leave year. These accruals shall be based on the eligibility criteria and rate of accrual as follows.

INPUTS

The inputs for Leave Accrual are listed in Appendix F.

PROCESSES

3.1.3.2.2.1-100

The capability shall be provided to compute annual leave accrual for each employee meeting the following eligibility criteria.

• Appointment period is 90 days or more.

• New, full-time employees whose "entered on duty day" is the third day of a pay period following a federal holiday on the second day of a pay period shall have 8 hours of holiday leave hours included with the total base hours figure used when calculating annual leave accruals.

• Current pay period base hours + LWOP + AWOL plus suspension hours equal 80 hours for employees not on irregular tour (Tour From and To Hours not equal to zero).

• For non-exempt employees on irregular tour whose base pay rate is not greater than that of a GS-10, step 1, current pay period regular hours, plus LWOP, AWOL, and suspension hours, plus overtime hours must be at least equal to 80.

• For part-time employees (Work Schedule = P, S, or T), accrual shall be based on hours in pay status, not to exceed 80.

• Leave Entitlement Field value is blank.

3.1.3.2.2.1-101

NPPS shall provide for the accrual of a maximum of eight hours of annual leave (the accrual to be based on the employee's years of federal service) and for a maximum of four hours of sick leave for each full biweekly pay period from the first full biweekly period of employment for employees, except intermittent employees (Work Schedule = I) and employees whose Leave Entitlement value is not blank.

3.1.3.2.2.1-102

The capability shall be provided to compute the biweekly annual leave accrual rate as follows.

Full-Time Employees (Work Schedule = F)
Rate Per Years of Federal Service

Less than 3 years   = 4 hours per pay period

3 - 14 years   = 6 hours per pay period (earns an additional 4 hours in the
                              last full pay period of the calendar year)

Greater than 14 years   = 8 hours per pay period

Federal Service Years   = Beginning date of current pay period minus employee's
                              federal service computation date

3.1.3.2.2.1-103

The capability shall be provided to compute the biweekly annual leave accrual for part-time employees. The rate of accrual per hours worked shall be determined as follows.

Part-Time Employees (Work Schedule = P, S, or T)
Rate Per Years of Federal Service

Less than 3 years   = 4 hours per pay 1 hour per 20 hours in a pay status, not to
                              exceed 80

3 - 14 years   = 1 hour per 13 hours in a pay status, not to exceed 80

Greater than 14 years   = 1 hour per 10 hours in a pay status, not to exceed 80

Federal Service Years   = Beginning date of current pay period minus employee's
                              federal service computation date

3.1.3.2.2.1-104

The capability shall be provided to carry forward all hours in a pay status remaining from the computation of the biweekly annual leave accrual for part-time employees. The capability shall be provided to add the remaining hours to the next pay period hours in a pay status for the accrual computation.

3.1.3.2.2.1-105

The capability shall be provided to compute the biweekly annual leave accrual for employees engaged in firefighter/law enforcement occupations. The biweekly leave accrual for those working uncommon tours (biweekly tours in excess of the normal 80

hours, classified as such in accordance with FPM Supplement 990-2) shall be based on the ratio of the biweekly uncommon tour hours to 80. The following example is based on an uncommon tour of 144 hours per pay period.

Firefighter/Law Enforcement Uncommon Tours Rate
Per Years of Federal Service

Less than 3 years   = 7 hours per pay period, except last full pay period in the calendar year, then 12 hours

3 - 14 years   = 11 hours per pay period, except last full pay period in the calendar year, then 13 hours

Greater than 14 years   = 14 hours per pay period, except last full pay period in the calendar year, then 24 hours

Federal Years Service   = Beginning date of current pay period minus employee's federal service computation date

3.1.3.2.2.1-106

The capability shall be provided to compute the biweekly accrual rate for sick leave using the following accrual rates.

- Full-time employees shall accrue 4 hours per pay period.

- New, full-time employees whose "entered on duty day" is the third day of a pay period following a federal holiday on the second day of a pay period, shall have 8 hours of holiday leave hours included with the total base hours figure used when calculating sick leave accruals.

- Part-time employees shall accrue 1 hour for each 20 hours in a pay status, not to exceed 80. The capability shall be provided to carry forward all base hours remaining from the computation of the biweekly sick leave accrual for part-time employees. The capability shall be provided to add the remaining hours to the next pay period base hours for the accrual computation.

- Firefighter/law enforcement occupations working uncommon tours shall accrue 7 hours per pay period, except last period in the leave year, then 12.

3.1.3.2.2.1-107

The capability shall be provided to account for advance annual and sick leave as specified below. The capability shall be provided to compute annual leave earnings that will accrue for the remainder of the leave year as follows.

Advance Annual Leave Available (Full-Time)

A + B + C

Where:

A = Earnings at the current accrual rate for leave periods remaining in the leave year

B = Additional earnings for projected rate change in the current leave year

C = Additional year-end earnings where applicable

Advance Annual Leave Available (Part-Time)

A x B / C (Rounded to the nearest whole hour)

Where:

A = Current tour of duty hours

B = Number of periods remaining in the current leave year

C = Annual leave accrual factor based on years of service
     <3 factor = 20

     14 - 3 factor = 13

     >14 factor = 10

3.1.3.2.2.1-108

The capability shall be provided to enter advance sick leave amounts for an employee and to enter an expiration date for its usage.

3.1.3.2.2.1-109

The capability shall be provided to apply all sick leave accrued to advanced sick leave used until all advanced sick leave used is paid back.

3.1.3.2.2.1-110

The capability shall be provided to deny the use of advance annual leave and restrict the use of accruals of annual leave while an employee is in a transferred leave program (effective date is on or before the current pay period and Reason Code is either E or F and Cancellation Date is less than or equal to the last day of the current pay period). Use of accruals of sick leave shall be restricted while an employee is in a transferred leave program when the Reason Code is E. A total of 40 hours of annual leave and 40 hours of sick leave shall be accumulated and maintained in a restricted status while a full-time employee is in a transferred leave program. For part-time and uncommon tour employees,

annual and sick leave restrictions shall be accumulated up to the employee's scheduled weekly tour of duty. Accruals after the 40-hour (or weekly tour of duty) accumulation of restricted sick leave shall be made available for use in the period in which it is accrued and shall be used before the use of the donated leave balance. Accruals after the 40-hour (or weekly tour of duty) accumulation of restricted annual leave shall be used to reduce any negative annual leave balance to zero. When the annual leave balance is greater than or equal to zero, annual leave shall be made available for use in the period on which it is accrued and shall be used before the use of the donated leave balance. If all other leave type balances have been used, and the hours entered would have converted to LWOP, restricted hours will be used in place of LWOP. Otherwise, the restricted leave shall be made available for use in the pay period following the cancellation of the transferred leave program.

3.1.3.2.2.1-111

The capability shall be provided to compute and apply a Reduction in Credit for full-time employees to reduce the current pay period annual and sick leave accrued earnings when the LWOP: 80-Hour Accrual value is equal to or greater than 80. The reduction in credit shall be equal to the accrued earnings for the period. NPPS shall reduce the LWOP: 80-Hour Accrual value by 80 when a reduction in credit is posted. Part-time employees' leave accrual is based on the number of hours the employee is in a paid status. Part-time employees shall not be subject to a reduction in credit.

OUTPUTS

The following outputs result from the Leave Accounting process.

3.1.3.2.2.1-200

Employee database updates of leave data fields resulting from Leave Accounting processing as specified above (Source = Database in Appendix F).

3.1.3.2.2.1-300

Information messages communicating the results of reductions in credit and annual leave accrual rate changes.

3.1.3.2.2.2 Leave Usage

The capability shall be provided to apply and maintain new leave balances and accumulations required to compute the balances based on the current pay period reported hours and the employee prior balances.

INPUTS

The inputs for Leave Usage are listed in Appendix F.

PROCESSES

3.1.3.2.2.2-100

The capability shall be provided to apply annual leave used to the annual leave balance.

Annual Leave Balance

A + B - C - D + E + F - G - H - I + J

Where:

A = Prior Year Carryover

B = YTD Accrued

C = YTD Used

D = YTD Reduction in Credit

E = Donated Annual Leave (Received)*

F = Advance Annual Available**

G = Annual Leave Donated to Another

H = Donated Annual Leave Used

I = Restricted Annual Leave Balance

J = Donated Annual Leave Returned YTD

*   The capability shall be provided to use any positive annual leave balance at the beginning of the pay period (A + B - C - D - G - I + J) before using any donated annual leave balance when the employee enters the transferred leave program (Restricted Annual Leave Balance = 0 and Donated Annual Leave Used = 0).

**   The capability shall be provided to deny the use of advance annual leave when the value of Annual Leave: ADV Ineligibility is Y. When an employee is active in a transferred leave program, advance annual leave shall be restricted and unavailable for use.

3.1.3.2.2.2-101

The capability shall be provided to convert any annual leave hours used in the current pay period that exceed the annual leave balance to the following leave types in the order listed.

1.   Comp Time Hours

2.   Credit Hours Leave

3.   Restored Leave Hours

4.   LWOP Hours

3.1.3.2.2.2-102

The capability shall be provided to apply sick leave used to the sick leave balance.

Sick Leave Available for Use

A + B

Where:

A   =   Accrued Sick Leave Balance

B   =   Advanced Sick Leave Granted Available

Accrued Sick Leave Balance

A + B - C - D - E

Where:

A   =   Prior Year Carryover

B   =   YTD Accrued

C   =   YTD Used

D   =   YTD Reduction in Credit

E   =   Restricted Sick Leave Balance

Advance Sick Leave Granted Available

(A - B) - C

Where:

A = Advance Sick Leave Granted Total

B = Advance Sick Leave Used Cum

C = Advance Sick Leave Expired to the extent (A - B) is greater than zero

3.1.3.2.2.2-103

The capability shall be provided to account for advanced sick leave owed as follows.

Advanced Sick Leave Owed

A + B - C

Where:

A = Prior Year Carryover Owed

B = Advanced Sick Leave Used YTD

C = Repaid Advanced Sick Leave YTD (Accruals shall be used to repay all advanced sick leave owed before they may be made available for use.)

3.1.3.2.2.2-104

The capability shall be provided to convert any sick leave hours used in the current pay period that exceed the sick leave balance to the following leave types in the order listed.

1. Annual Leave

2. Comp Time Hours

3. Credit Hours Leave

4. Restored Leave Hours

5. LWOP Hours

3.1.3.2.2.2-105

The capability shall be provided to maintain compensatory time earned and the hourly overtime rate at the time it was earned for seven pay periods after it is earned. The capability shall be provided to forfeit the compensatory time hours remaining unused after

the seventh pay period. However, if the employee is non-exempt, the capability shall be provided to pay the employee for the hours unused after seven periods at the overtime rate in effect at the time the hours were earned.

The capability shall be provided to record each occurrence of compensatory time forfeiture at the time of forfeiture to be available for future reclassification to extend the usage period. The number of hours forfeited, the date forfeited, the date earned, and the hourly overtime rate at the time it was earned shall be recorded.

3.1.3.2.2.2-106

The capability shall be provided to apply compensatory time used to the primary and extended balances that have the earliest expiration dates. When two expiration dates are equal, the extended balance shall be used before the primary balance.

3.1.3.2.2.2-107

The capability shall be provided to convert any compensatory time hours used in the current pay period that exceed the compensatory time balance to the following leave types in the order listed.

1.   Annual Leave

2.   Credit Hours

3.   Restored Leave Hours

4.   LWOP Hours

3.1.3.2.2.2-108

The capability shall be provided to account for credit hours leave earned and to apply credit hours leave used to the credit hours leave balance as follows.

Credit Hours Balance

A + B - C

Where:

A = Prior Year Carryover

B = YTD Earned (includes current period earned)

C = YTD Used

3.1.3.2.2.2-109

The capability shall be provided to convert any credit hours leave used in the current pay period that exceed the credit hours leave balance to the following leave types in the order listed.

1.   Annual Leave

2.   Comp Time Hours

3.   Restored Leave Hours

4.   LWOP Hours

3.1.3.2.2.2-200

The capability shall be provided to reduce the number of credit hours to be carried forward to the next pay period to 24 hours for full-time employees if the Credit Hours: Balance is greater than 24. For part-time employees, hours carried forward shall be limited to 25 percent of the employee's scheduled work hours (Part-Time Hours) for the pay period.

3.1.3.2.2.2-201

The capability shall be provided to establish and modify three dated accounts for the restoration of annual leave and apply restored leave used to the balance of the oldest accounts first.

Restored Leave Balance, Each Account (3 Accounts)

A + B + C - D + E - F

Where:

A = Restored Leave Amount for Account (1)

B = Restored Leave Amount for Account (2)

C = Restored Leave Amount for Account (3)

D = Cum Used for that Account (1, 2, or 3)

E = Cum Donated Returned Leave (1, 2, or 3)

F = Cum Donated Leave (1, 2, or 3)

3.1.3.2.2.2-202

The capability shall be provided to convert any restored leave hours used in the current pay period that exceed the restored leave balance to the following leave types in the order listed.

1. Annual Leave

2. Comp Time Hours

3. Credit Hours

4. LWOP Hours

3.1.3.2.2.2-203

The capability shall be provided to establish and modify three COP Leave accounts for the distribution of the used hours and limit the number of hours of COP used (Total of COP Leave: Hours Used YTD 1, 2, and 3) in the current leave year to 360.

3.1.3.2.2.2-204

The capability shall be provided to convert any COP Leave used in the current pay period that exceed the COP Leave balance to the following leave types in the order listed.

1. Sick Leave

2. Annual Leave

3. Comp Time Hours

4. Credit Hours

5. Restored Leave

6. LWOP Hours

3.1.3.2.2.2-205

The capability shall be provided to establish and modify 10 time-off accounts.

3.1.3.2.2.2-206

The capability shall be provided to forfeit unused time-off after the pay period in which it expires (Employee Time Off Award Expiration Date equals or is between the pay period beginning and ending dates of the preceding pay period).

3.1.3.2.2.2-207

The capability shall be provided to apply time-off used to the oldest, unexpired account balance.

3.1.3.2.2.2-208

The capability shall be provided to convert any time-off used in excess of the balance of time-off hours to the following leave types in the order listed when the balance is reduced to zero as a result of the current usage.

1.   Annual Leave

2.   Comp Time Hours

3.   Credit Hours Leave

4.   Restored Leave Hours

5.   LWOP Hours

3.1.3.2.2.2-209

The capability shall be provided to establish and modify a leave year-to-date accumulation for military leave hours reported and military leave days used.

3.1.3.2.2.2-210

The capability shall be provided to establish and modify religious compensatory time earned or used in advance for seven pay periods after it is earned.

3.1.3.2.2.2-211

NPPS shall automatically set to zero any religious compensatory time hours remaining unused after the seventh pay period following the pay period in which it was earned.

3.1.3.2.2.2-212

The capability shall be provided to apply religious compensatory time used to the oldest of the seven earned balances.

3.1.3.2.2.2-300

The capability shall be provided to allow the employee to use religious compensatory time before it is earned.

3.1.3.2.2.2-301

The capability shall be provided to establish and modify the following LWOP balances.

- LWOP: Hours Used YTD

- LWOP: SCD Hours

- LWOP: WIG Hours

- LWOP: 80 Hour Accrual

3.1.3.2.2.2-302

The capability shall be provided to establish and modify a leave year-to-date total for the following leave hours reported.

- Absent Wihout Leave

- Administrative

- Court

- Excused

- Graduate

- Holiday

- Jury Duty

- Time-Off

- Suspension

- Home

3.1.3.2.2.2-303

The capability shall be provided to post leave usage changes that result from prior period timecard changes received from the Time, Attendance, and Labor Collection/Labor Distribution System (TALC/LD) as follows.

Timecard Changes (+ or -)	Leave Data Changes
Administrative Leave	Administrative Leave: YTD
Annual Leave	Annual Leave: Used YTD
Compensatory Time Used	Comp Time: Used YTD
COP Leave	COP Leave: Hours Total YTD
Court Leave	Court Leave: Used YTD
Credit Hours	Credit Hours: Used YTD
Excused Leave	Excused Leave: Used YTD
Graduate Leave	Graduate Leave: Used EOD to Date

	Graduate Leave: Used YTD
Holiday Leave	Holiday Leave: Used YTD
Home Leave	Home Leave: Hours Used CUM
	Home Leave: Used YTD
Jury Duty	Jury Leave: Used YTD
Military Leave	Military Leave: Used YTD Hours
Religious Compensatory Time Used	Comp Time: Relig Used YTD

Timecard Changes (+ or -)	**Leave Data Changes**
Restored Leave	Restored Leave: Used CUM (each account)
	Restored Leave: Used YTD (each account)
	Restored Leave Total
	(in order of age of the account, descending)
Sick Leave	Sick Leave: Used YTD
Compensatory Time Earned	Comp Time: Earned YTD
	Comp Time: Hours-1
Credit Hours Earned	Credit Hours: Earned YTD
Religious Compensatory Time Earned	Comp Time: Relig Earned YTD
	Comp Time: Relig Hours-1
AWOL	AWOL: Used YTD
	LWOP: 80 Hour Accrual (if full-time employee)
	LWOP: SCD Hours
	LWOP: WIG Hours
	LWOP: Used YTD
LWOP	LWOP: Used YTD
	LWOP: SCD Hours
	LWOP: WIG Hours
	LWOP: 80 Hour Accrual (if full-time employee)
Suspension	Suspension: Used YTD
	Suspended Hrs: YTD
	LWOP: 80 Hour Accrual (if full-time employee)
Regular	Regular Hours: YTD
Base Hours	Base Hours: YTD

OUTPUTS

The following outputs result from the Leave Usage process.

3.1.3.2.2.2-400

Updates to employee leave data fields resulting from Leave Usage processing as specified above (Source = Database in Appendix F).

3.1.3.2.2.2-500

Information messages communicating specific results of leave conversions, restored leave expirations, comp time forfeitures, and negative religious comp time balances.

GROSS PAY COMPUTATION

GROSS PAY COMPUTATION

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3.1.3.2.3 Gross Pay Computation

NPPS shall compute base and gross pay for each employee based upon hours reported and/or from adjustments to base and premium earnings. NPPS shall calculate gross pay under Title V regulations or the Fair Labor Standards Act (FLSA). Accumulations of earnings shall be updated using the results of computations of base and gross earnings for the current pay period.

INPUTS

The inputs for Gross Pay Computation are listed in Appendix F.

PROCESSES

3.1.3.2.3-100 Title V Gross Pay Computations

The capability shall be provided to compute gross pay under Title V rules for Federal Wage System employees (NASA Classification Code = 10000) and non-Federal Wage System employees with FLSA Pay Status value of E, using the algorithms specified in the following paragraphs.

3.1.3.2.3-101

The capability shall be provided to compute gross pay for Federal Wage System employees under Title V rules as follows.

Title V Gross Pay - Federal Wage System

A + B + C + D + E

Where:

A = Base Hours x Hourly Rate x Shift Rate (Shift 2 or 3)

B = Hazardous Duty Hours x (Hourly Rate of FWS 10/2 in the WG pay rate table for the installation being processed x Differential for Environmental Hazard)

C = Overtime Hours x (1.5 x Hourly Rate x Shift Rate)

D = Sunday Differential Hours x (Hourly Rate x Shift Rate x Differential for Sunday Work)

E = Adjustments to Base and Premium Earnings

3.1.3.2.3-102

The capability shall be provided to compute Title V gross pay for non-Federal Wage System employees with FLSA Pay Status value of E working common tours as follows.

Title V Gross Pay - Non-Federal Wage Systems FLSA Pay Status = E, Common Tours

A + B + C

Where:

A = Base Hours x Hourly Rate and Adjustments to Continuing Pay for Gross Earnings

B = Earnings from Night Differential, Sunday Differential, Overtime*, and Hazardous Duty Hours

C = Adjustments to Base and Premium Earnings

*   For law enforcement officers (Occupation Code = 1811), the overtime rate shall be limited to the greater of the overtime rate of a 10/1 in the same pay rate structure found in the table TMAX (adjusted for locality pay) or the employee's basic rate of pay (Hourly Rate).

3.1.3.2.3-103

The capability shall be provided to compute Title V gross pay for non-Federal Wage System employees with FLSA status value of E working uncommon tours. Employees working an uncommon tour will have a value greater than zero in the Weekly Uncommon Tour Hours field.

The following computations require that overtime in excess of eight hours per day be input as Overtime Hours on the Time and Attendance data input to NPPS. Hours of work (Regular Hours reported) must reflect the actual hours on duty including the overtime hours in excess of eight hours per day reported as Overtime Hours. The overtime hours to be paid in excess of the uncommon tour overtime standard will be determined and paid as specified below.

Title V Gross Pay - Non-Federal Wage System, Uncommon Tours

A + B + C + D

Where:

A = Basic Pay and Adjustments to Continuing Pay for Gross Earnings

B = Standby Premium Pay (Overtime Paid on an Annual Basis)

C = Title V Overtime Pay

D = Adjustments to Base and Premium Earnings

Basic Pay

If (A' + B') = Weekly Uncommon Tour Hours
      40 x Hourly Rate

Else,

If (A' + B') < Weekly Uncommon Tour Hours
      (((((A' + B') x 40)) / Weekly Uncommon Tour Hours) x Hourly Rate

Else,

If (A' + B') > Weekly Uncommon Tour Hours
      (40 x Hourly Rate)

Where:

A' = Regular Hours

B' = Paid Leave Hours

Standby Premium Pay

Basic Pay x .25*

* Shall be limited to the amount computed using the hourly rate of a grade 10/1 in the same pay rate structure found in table TMAX (adjusted for locality pay).

Title V Overtime Pay

(A" x 1/2 Hourly Rate*) + (B" x 1/2 Hourly Rate*)

Where:

A" = (Regular Hours + Paid Leave Hours) - Weekly Uncommon Tour Hours

B" = (Regular Hours + Paid Leave Hours) - TLIMIT Overtime Threshold (Firefighters threshold used when Occupation Code = 0081, law enforcement when Occupation Code is not = 0081)

* For firefighters, this shall be limited to the amount computed using the hourly rate of a grade 10/1 in the same pay structure found in table TMAX (adjusted for locality pay). For law enforcement officers whose basic rate of pay exceeds that of a 10/1 in the same pay structure found in table TMAX (adjusted for locality pay), the greater of the 10/1 amount or the employee's basic rate of pay shall be used.

3.1.3.2.3-200 FLSA Gross Pay Computation

The capability shall be provided to compute gross pay under FLSA rules for non-Federal Wage System employees with FLSA Pay Status value of N (non-exempt), using the algorithms specified in the following paragraphs.

3.1.3.2.3-201

The capability shall be provided to compute FLSA gross pay for non-Federal Wage System, non-exempt (FLSA Pay Status = N) employees working common tours as follows.

FLSA Gross Pay, Common Tours

A + B + C + D

Where:

A = Base Hours (Regular Hours + Paid Leave) x Hourly Rate and Adjustments to Continuing Pay for Gross Earnings

B = Earnings from Night Differential, Sunday Differential, and Hazardous Duty Hours

C = FLSA Overtime Pay

D = Adjustments to Base and Premium Earnings

FLSA Overtime Pay

(Hourly Rate x Overtime Hours) + (A' / 2 x Overtime Hours)

Where:

A' = A + B + ((Overtime Hours + Holiday Worked Hours) x Hourly Rate) Base + Holiday Worked + Overtime Hours

3.1.3.2.3-202

The capability shall be provided to compute FLSA gross pay for non-Federal Wage System, non-exempt (FLSA Pay Status = N) employees working uncommon tours. Employees working an uncommon tour will have a value greater than zero in the Weekly Uncommon Tour Hours field.

The following computations require that overtime in excess of eight hours per day be input as Overtime Hours on the Time and Attendance data input to NPPS. Hours of work (Regular Hours reported) must reflect the actual hours on duty including the overtime hours in excess of eight hours per day reported as Overtime Hours. The overtime hours

to be paid in excess of the uncommon tour overtime standard will be determined and paid as specified below.

FLSA Gross Pay, Uncommon Tours

A + B + C + D

Where:

A = Basic Pay + Adjustments to Continuing Pay for Gross Earnings

B = Standby Premium Pay (Overtime Paid on an Annual Basis)

C = FLSA Overtime Pay

D = Adjustments to Base and Premium Earnings

Basic Pay

If (A' + B') = Weekly Uncommon Tour Hours
        40 x Hourly Rate

Else,

If (A' + B') < Weekly Uncommon Tour Hours
        (((A' + B') x 40)) / Weekly Uncommon Tour Hours) x Hourly Rate

Else,

If Regular Hours > Weekly Uncommon Tour Hours
        (40 x Hourly Rate)

Where:

A' = Regular Hours

B' = Paid Leave Hours

Standby Premium Pay

Basic Pay x .25*

*   Shall be limited to the amount computed using the hourly rate of a grade 10/1 in the same pay rate structure found in table TMAX (adjusted for locality pay).

FLSA Overtime Pay

(A" x D) + (B" x D/2)

Where:

A" = (Regular Hours + Paid Leave Hours) - Weekly Uncommon Tour Hours

B" = (Regular Hours + Paid Leave Hours - Overtime Hours) - TLIMIT Overtime
      Threshold (Firefighters threshold used when Occupation Code = 0081, law
      enforcement when Occupation Code is not = 0081)

D = (Basic Pay + Standby Premium Pay) / Weekly Uncommon Tour Hours

3.1.3.2.3-203

The capability shall be provided to convert the daily rate of employees with Pay Basis =
PD to an hourly rate for gross pay computation as follows.

A / 8 = Hourly Rate (not rounded to third decimal)

Where:

A = Daily Salary Rate

3.1.3.2.3-300 Appointment and Statutory Limits

The following paragraphs specify the requirements for Appointment and Statutory Limits.

3.1.3.2.3-301

The capability shall be provided to add the current pay period gross pay amount to the
Appointment: Dollars Cum and compare the results to the dollar limit for employees with
a dollar limit. If the dollar balance is greater than the dollar limit, an informative message
indicating the condition shall be provided.

The capability shall be provided to compute gross earnings for an employee receiving
severance payments (separation NOAC = 312, 330, or 356 and having an unpaid dollar
limit) up to the dollar limit set for the total severance to be paid. Normal base earnings
(including availability pay) plus adjustments shall be computed for the Severance:
Biweekly Amount.

3.1.3.2.3-302

The capability shall be provided to add the biweekly base hours to the accumulation of
hours used toward the limit and subtract the accumulation from the limit if the employee is
subject to an hour limit. If the results are not positive, an informative message indicating
the condition shall be produced.

3.1.3.2.3-303

The capability shall be provided to convert the biweekly hours reported total to days (total hours divided by 8) for employees whose Pay Basis = PD and to add the biweekly days' results to the accumulation of days used toward the limit and produce an informative message indicating the condition if the employee is subject to a day limit and the limit is reached or exceeded during the current pay period.

3.1.3.2.3-304

The capability shall be provided to determine whether the appointment limit date of an employee with a date limit is within the current pay period. If the appointment limit date is within the current pay period, an informative message indicating the condition shall be provided.

3.1.3.2.3-305

The capability shall be provided to compute gross pay for a statutory limit comparison for a non-Federal Wage System employee paid under Title V regulations (Pay Plan = GS/GM and FLSA Pay Status = E) by multiplying compensatory time earned, but not used, in the current pay period by the overtime rate*, adding the results to the computed biweekly gross pay, and subtracting retention allowance earnings. If an employee's Annuitant Indicator is 1, 4, 5, A, C, or E and Pay Plan is not ES, the computed salary offset shall be added to the amount computed for comparison to the statutory limit.

If the employee's calculated gross pay for statutory limit exceeds the statutory limit (in the same pay rate structure found in Table TMAX, adjusted for locality pay), earnings computed for the gross pay for statutory limit comparison shall be reduced in the following order until the gross pay for statutory limit is equal to the statutory limit (in the same pay rate structure found in Table TMAX, adjusted for locality pay). The remaining premium earnings elements shall be paid as current pay period earnings and posted to the accumulations thereof.

Order of Premium Earnings Reduction for Statutory Cutback

Valuation of Compensatory Time Earned, Not Used

Overtime

Night Differential

Holiday Worked

Sunday Differential

AUO/Availability Pay

Staffing Differential

*   For law enforcement officers whose basic rate of pay exceeds that of a 10/1 in the same pay structure found in table TMAX (adjusted for locality pay), the greater of 1.5 times the 10/1 basic rate or the employee's basic rate of pay shall be used.

3.1.3.2.3-306

The capability shall be provided to record the amount of the reduction in compensatory time earnings (in quarter-hour increments) and/or actual gross pay as the current pay period statutory cutback amount and shall produce an informative message containing the results of the statutory limit processing.

3.1.3.2.3-307

The capability shall be provided to pay gross earnings only up to the specified limits for Statutory Limits and the following Appointment Limits.

- Hours

- Days (where paid daily)*

- Dollars

    *   For employees with Pay Basis = PD, if the aggregate gross earnings exceed the statutory limit (in the same pay rate structure found in table TMAX, adjusted for locality pay), the gross earnings shall be reduced to the statutory limit value.

3.1.3.2.3-400 Head of the Agency Pay

The following paragraphs specify the requirements for Head of the Agency Pay.

3.1.3.2.3-401

The capability to convert the Administrator's annual salary to a biweekly gross shall be provided as follows.

Administrator's Biweekly Gross

$(A / 26 + .005) + B$

Where:

A = Salary

B = Adjustments to Base

3.1.3.2.3-500 Locality Pay Adjustment for Statutory Limits

The capability shall be provided to adjust the statutory limits for biweekly base plus premium pay and for the hourly overtime rate for locality adjustments as follows.

Biweekly Stat Cut

If Empl Lclty Pay Adj Rate = 0 and Empl Lclty Adj Ind is blank, (employees working outside Locality Pay areas, i.e., outside the U.S.) Biweekly Stat Limit is the TMAX value for the pay table of record.

If Empl Lclty Pay Adj Rate = 0 and Empl Lclty Adj Ind is not blank, Biweekly Stat Limit is the greater of

Grade 15, Step 10 annual amount from the pay table of record / 2087 * 80.

Grade 15, Step 10 annual amount from the GS1 pay table x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 * 80.

If Empl Lclty Pay Adj Rate is > 0, and Pay Rate Determinant = M, and Grade 15, Step 10, is found in the pay table of record,

Biweekly Stat Limit = 15/10 rate from the pay table of record x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 x 80.

Else,

If Grade 15, Step 10, is not found in the pay table of record,

Biweekly Stat Limit = 15/10 rate from the GS1 table x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 x 80.

If Empl Lclty Pay Adj Rate is > 0, and Pay Rate Determinant is not = M,

Biweekly Stat Limit = 15/10 rate from the GS1 table x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 x 80.

Max OT Rate

If Employees Basic Pay (from Special Pay table) equal to GS 10 Step 1 and Above

If Empl Lclty Adj Ind is blank

Max OT Rate is the Grade 10, Step 1 annual amount from the pay table of record / 2087 * 1.5. If 10/1 is not found in the pay table of record, the GS1 pay table will be used.

If Empl Lclty Adj Ind is not blank

Max OT Rate is the Grade 10, Step 1 annual amount from the pay table of record * 1.%, where % = higher of the two locality rates found in TLOA, / 2087 * 1.5. If 10/1 is not found in the pay table of record, the GS1 pay table will be used.

If Employees Basic Pay (from Special Pay table) is less than GS 10 Step 1

Max OT Rate is the Adjusted Basic Pay / 2087 * 1.5.

Occupational Code eq 1811 (Law Enforcement Officers)

Biweekly Stat Cut

If Empl Lclty Adj Ind is blank (employees working outside locality pay areas i.e. outside the U.S.)

Biweekly Stat Limit is the Grade 15 Step 1 annual amount from the pay table of record / 2087 x 80 x 1.5. If 15/1 is not found in the pay table of record, the GS1 pay table will be used.

If Empl Lclty Adj Ind is not blank, Biweekly Stat Limit is the lesser of

- Grade 15 Step 1 annual amount from the pay table of record 1.%, where % = higher of the two locality rates found in TLOA 2087 x 80 x 1.5. If 15/1 is not found in the pay table of record, the GS1 pay table will be used.

- Level V Rate of the Executive Schedule pay table (REX2) annual amount / 2087 x 80 (do not include IGA/Local pay %)

Max OT Rate for Employees with Basic Pay Equal to GS 10 Step 1 and Above

If Empl Lclty Adj Ind is blank, Hourly Max OT Rate is the greater of

- Grade 10 Step 1 annual amount from the pay table of record / 2087 x 1.5. If 10/1 is not found in the pay table of record, the GS1 pay table will be used

- Adjusted Basic Pay / 2087

If Empl Lclty Ind is not blank, Max OT Rate is the greater of

- Grade 10 Step 1 annual amount from the pay table of record x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 x 1.5.

- Grade 10 Step 1 annual amount from the GS1 pay table x 1.%, where % = higher of the two locality rates found in TLOA, / 2087 x 1.5.

- Adjusted Basic Pay / 2087

Max OT Rate for Employees whose Basic Pay is Less Than GS 10 Step

- Adjusted Basic Pay / 2087 x 1.5

3.1.3.2.3-600 Prior Pay Period Gross Pay Adjustments

The capability shall be provided to compute and apply to current gross earnings gross pay adjustments when a prior period time card change is received from the Time, Attendance, and Labor Collection (TALC) system. The pay adjustment shall be computed using historical rates when the correction transaction contains a net difference in base hours (regular hours and paid leave) and unpaid leave or a change in the following premium hours.

- Overtime
- Hazardous
- Holiday Worked
- Night Differential
- Sunday Differential

In addition, if the correction transaction contains a shift code other than 1, and a net difference in base hours for a wage board employee, a shift differential adjustment shall be computed and applied to the current gross earnings using the current shift differential percentage.

OUTPUTS

The following outputs result from the Gross Pay Computation process.

3.1.3.2.3-700

Employee database updates resulting from gross pay computations.

3.1.3.2.3-800

Informative messages resulting from processing limited employees.

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NET PAY

3.1.3.2.4 Net Pay

NPPS shall provide the capability to compute the employee net pay by applying the specific deductions from employee gross earnings. Accumulations of deductions shall be incremented when net pay is computed. Employee deductions shall be applied in the following order.

- CSRS or FERS

- FICA or HIT

- TSP Contributions

- Federal Income Tax Withholding

- FEHB

- FEGLI Basic

- State Income Tax Withholding

- City/County Income Tax Withholding

- Indebtedness to the Government

- Child Support

- Commercial Garnishment

- Bankruptcy Payments

- FEGLI Optional

- Savings Allotments

- TSP Loan Payments

- Military Service Deposits

- Union Dues

- Bonds

- Combined Federal Campaign

- NEBA

- Miscellaneous

- Advance Pay

Collection adjustments to net earnings shall be applied in the same order as the regular biweekly deduction, but only after all refunds have been applied to new earnings.

INPUTS

The inputs for Net Pay are listed in Appendix F.

PROCESSES

3.1.3.2.4-100

The definition of base earnings for this process includes locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200. For Federal Wage System employees (NASA Classification Code = 1****), Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W) shall be included in the definition of base earnings.

The capability shall be provided to compute the biweekly CSRS deduction for employees with a Retirement Plan of 1, 6, C, E, R, or T and Annuitant Indicator of 2, 3, or 9 by multiplying the biweekly base earnings by the statutory CSRS rate in table TRETIR in Appendix J. The capability shall be provided to compute the biweekly CSRS government contribution by multiplying the biweekly base earnings by the CSRS statutory contribution rate. When the Base Earnings: YTD plus Empl Local Pay YTD Amt plus Empl Local Pay Trnsfr In YTD Amt plus Empl Admn Uctrd OT YTD Amt plus Availability Pay: YTD plus Base Earnings: Transferred In of an employee contributing to the CSRS offset plan (Retirement Plan of C or E) equals the FICA earnings limit in table TRETIR, the system shall change the rate for CSRS from the reduced rate (RT-RATE in table TRETIR) to the full withholding rate (RT-ACY-CSRS in table TRETIR). The reduced rate shall apply to all earnings up to the Wage Limit and all earnings above the wage limit shall be subject to the full withholding rate.

3.1.3.2.4-101

The capability shall be provided to compute the biweekly OASDI deduction for employees with a Retirement Plan of 2, C, E, K, M, R, T, or N by multiplying the biweekly gross earnings by the statutory OASDI rate. The capability shall be provided to compute the biweekly OASDI government contribution by multiplying the biweekly gross earnings by the OASDI statutory contribution rate. OASDI deductions shall be withheld and government contributions computed only to the extent that OASDI: Earnings YTD plus OASDI: Earnings YTD Trans In is less than the maximum statutory OASDI earnings limit in table TRETIR in Appendix J.

3.1.3.2.4-102

The definition of base earnings for this process includes locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200. For Federal Wage System employees (NASA Classification Code = 1****), Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W) shall be included in the definition of base earnings.

The capability shall be provided to compute the biweekly FERS deduction for employees with a Retirement Plan of K, M, or N by multiplying the biweekly base earnings by the statutory FERS rate in table TRETIR in Appendix J. The capability shall be provided to compute the biweekly FERS government contribution by multiplying the biweekly base earnings by the FERS statutory contribution rate in table TRETIR in Appendix J.

3.1.3.2.4-103

The capability shall be provided to deduct FERS deductions from earnings of re-employed annuitants (Retirement Plan K, M, N, or L and Annuitant Indicator of A, C, or E). The deductions shall be based on the computation of earnings using the employee's Scheduled Adjusted Basic Pay or Salary Cap if lower in the Pay Master File as follows. For Federal Wage System employees (NASA Classification Code - 1 ****) who have received hazardous pay inthe current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly earnings shall include the hazardous differential.

Retirement Deductions for a FERS Reemployed Annuitant.

Scheduled Adjusted Basic Pay or Salary Cap if lower (Pay Master File) / 2087 x Biweekly Base Hours x FERS Rate (TRETIR).

A government FERS contribution **shall** be computed for re-employed annuitants (Annuitant Indicator A, C, or E).

3.1.3.2.4-104

The capability shall be provided to compute the biweekly HIT deduction for employees with a Retirement Plan of 1, 2, 4, 6, C, E, K, M, R, T, or N by multiplying the biweekly gross earnings by the statutory HIT rate in table TRETIR in Appendix J. The capability shall be provided to compute the biweekly HIT government contribution by multiplying the biweekly gross earnings by the HIT statutory contribution rate.

3.1.3.2.4-200

The definition of base earnings for this process includes earnings from locality adjustment pay, standby premium pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to compute the biweekly TSP employee deduction for participating employees (TSP: Employee Status Code = Y), not to exceed the limit (Year Max Ded) specified in table TRETIR in Appendix J, as follows.

TSP Employee Deduction

(For reemployed annuitants) TSP computations are based on the Scheduled Adjusted Basic Pay or Salary Cap if lower.

A x (B or C) for employees who elect TSP rate or D for employees who elect a whole dollar amount

Where:

A = Elected employee rate

B = Computed biweekly base earnings (Adj Basic Pay/ 2087 x biweekly)

C = If a Reemployed Annuitant (Annuitant Indicator 1, 4, 5, A, C, or E), Sch Adj Basic Pay or Salary Cap if lower in Pay Master will be used (Sch Adj Basic Pay or Salary Cap if lower/ 2087 x biweekly base hours)

D = TSP: Elected Amount of Deduction

3.1.3.2.4-201

The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to deduct the requested TSP employee deduction up to the following limits.

- For FERS employees, up to 10 percent of the employee's biweekly salary (Adjusted Basic Pay + AUO + Availability Pay, except for Reemployed Annuitants (Annuitant Indicator A, C, or E) then Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master File is used). For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

- For non-FERS employees (CSRS, FICA, and no retirement plan) up to 5 percent of the employee's biweekly salary (Adjusted Basic Pay + AUO + Availability Pay, except for Reemployed Annuitants (Annuitant Indicator 1, 4, or 5) then Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master File is used). For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

- For all participating employees, total annual deductions shall not be allowed to exceed the indexed IRS limit.

3.1.3.2.4-202

The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to compute the government basic contribution to the employee's plan for eligible FERS employees (Retirement Plan of K, M, or N and TSP: Employee Status Code is not I) at one percent of the employee's biweekly salary. For Reemployed Annuitants (Annuitant Indicator 1, 4, 5, A, C, or E) Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master is used. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

3.1.3.2.4-203

The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly base earnings shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W) and C, as computed below, shall be computed using the hazardous differential.

The capability shall be provided to compute the government matching contribution to the eligible FERS employee's (Retirement Plan of K, M, or N and TSP: Employee Status Code is not I) plan as follows.

Government Matching Contribution

A (B or C) + D (B or C) x .5

Where:

A = Employee deduction percent, not to exceed 3%

B = Computed biweekly base earnings if salary is not capped

C = Scheduled salary / 2087 x biweekly base hours, if salary is capped

D = Employee deduction percent - 3%, not to exceed 2% nor less than zero

When the employee TSP deduction is reduced to accommodate the indexed IRS limit, the government matching contribution shall be computed using a recomputed employee TSP percent. The recomputed employee TSP percent shall be computed as follows.

Recomputed Employee TSP Percent

Reduced Employee Deduction / (B or C), as defined above

3.1.3.2.4-204

The capability shall be provided to compute the G, F, and C Fund distribution of employee deductions, one percent government basic contribution and government matching contribution of TSP, as follows.

Employee TSP Deduction and Contribution Distributions

A x B

Where:

A = Biweekly deduction and/or government contribution

B = Elected rate of distribution for the individual fund

3.1.3.2.4-300

The capability shall be provided to compute the biweekly federal tax withholding deduction as follows.

Biweekly Federal Tax Withholding

$\{(A - B + C + D) - (E \times F) - G\} \times H + I + J$

Where:

A = Gross Earnings

B = TSP: CY Ded B/W

C = Adjustments to Gross Earnings

D = Foreign Diff:B/W

E = Federal Tax: Exemptions

F = Federal Exemption Amount*

G = Tax Table Earnings Floor*

H = Tax Table Rate*

I = Tax Table Floor Withholding*

J = Federal Tax: Additional

*   Federal Exemption Amount, Tax Table Earnings Floor, Tax Table Rate, and Tax Table Floor W/H values shall be determined from current federal tax publications.

3.1.3.2.4-400

The capability shall be provided to obtain the current FEHB plan employee and employer amounts from the table FEHB in Appendix J as the biweekly employee deductions and contributions for full-time employees and career part-time employees (Work Schedule Code of P, S, or T and Tenure Code of 0, 1, or 2) whose FEHB: Contribution Flag is equal to G. Career part-time employees (Work Schedule Code of P, S, or T, Tenure Code of 0, 1, or 2, and Base Hours less than 80 and FEHB: Contribution Flag not equal to G) pay a prorated share of the total FEHB plan cost, based on their scheduled tour of duty, and consequently pay a greater employee share than full-time employee. The prorated share computation is as follows.

Part-Time Employee FEHB Deduction

A + (B x C)

Where:

A = FEHB Plan Employee Amount

B = 1 - Scheduled Base Hours / 80

C = FEHB Plan Employer Amount in table TFEHB in Appendix J

3.1.3.2.4-401

The capability shall be provided to compute the current government contribution for career part-time employees whose FEHB: Contribution Flag is not equal to G as follows.

Part-Time Employee FEHB Government Contribution

A x B

Where:

A = Scheduled Base Hours / 80

B = FEHB plan employer amount in table TFEHB

3.1.3.2.4-402

The capability shall be provided to compute a partial FEHB deduction and government contribution for employees transferring into or out of the center (NOACs 130, 132, 721A, 721T, 352) or separating for other reasons (NOACs 300, 301, 302, 303, 304, 350, 353) in the current pay period based on the four day rule, stated as follows.

Four Day Rule, Full-Time Employees

Number of Hours Reported (Regular + Paid Leave) For The First or Last Pay Period	Withholding Rate To Be Used By The Losing and Gaining Office
Less than 32	0%
32 - 48	50%
More than 48	100%

Four Day Rule, Part-Time Employees

Number of Hours Reported (Regular + Paid Leave) For The First or Last Pay Period	Withholding Rate To Be Used By The Losing and Gaining Office
Less than 40% of Scheduled Part-Time Hours	0%
40% - 60% of Scheduled Part-Time Hours	50%
Greater than 60% of Scheduled Part-Time Hours	100%

3.1.3.2.4-403

The capability shall be provided to compute the biweekly value of the employee FEHB premium as the sum of the FEHB plan employee and employer amounts from the table FEHB in Appendix J for employees identified as payers of full premiums (FEHB: Contribution Flag = Y).

3.1.3.2.4-404

The capability shall be provided to compute the value of the FEHB plan employer amount for enrolled, active (Duty Status not equal to Z) employees when no FEHB deduction has been made in the current pay period (FEHB: B/W = 0) as follows.

Full Time Employees (Work Schedule = F) and Career Part-Time Employees (Work Schedule = P, S, or T and Tenure Code of 0, 1, or 2) whose FEHB: Contribution Flag is equal to G.

Employer Amount from the FEHB table in Appendix J

Part Time Employees (Work Schedule = P, S, or T) whose FEHB: Contribution Flag is not equal to G.

Employer Amount from the FEHB table in Appendix J x $\dfrac{\text{Part-Time Hours}}{80}$

3.1.3.2.4-500

The capability shall be provided to compute the biweekly employee basic FEGLI deduction, limited by the minimum and maximum deduction in table TLIFE in Appendix J for full-time non-Federal Wage Grade (NASA Classification Code not equal 10000) employees as follows.

Basic FEGLI Employee Deduction, Full-Time

(A / 1000) x B

Where:

A = $8,000, for employees whose Empl Adjstd Basic Pay Amt + Empl AUO Anl Amt + Availability Pay: Annual Amt is less than or equal to $8000; the sum of the three pay amounts + $2999.99 for all other employees, rounded down to whole thousands.

B = Basic FEGLI rate per thousand in table TLIFE

For full-time re-employed annuitants (Annuitant Indicator = 1, 4, 5, A, C, or E), basic FEGLI shall be computed substituting Empl Sch Adjstd Basic Pay Amt for the Empl Adjstd Basic Pay Amt used in A, above.

3.1.3.2.4-501

The capability shall be provided to compute the biweekly employee basic FEGLI deduction, limited by the minimum and maximum deduction in table TLIFE for career part-time employees as follows.

Basic FEGLI Employee Deduction, Part-Time

(A / 1000) x B

Where:

A = $8,000, for employees whose computed annual salary (Empl Adjstd Basic Pay Amt + Empl AUO Anl Amt x Scheduled Biweekly Tour / 80) is less than or equal to $8,000; computed annual salary + $2,999.99 for all other employees, rounded down to whole thousands.

B = Basic FEGLI rate per thousand in table TLIFE

For part-time re-employed annuitants (Annuitant Indicator = 1, 4, 5, A, C, or E), basic FEGLI shall be computed substituting Empl Sch Adjstd Basic Pay Amt for the Empl Adjstd Basic Pay Amt used in A, above.

3.1.3.2.4-502

The capability shall be provided to compute the biweekly FEGLI government contribution as follows.

FEGLI Government Contribution

A / 2

Where:

A = FEGLI: Basic B/W

3.1.3.2.4-503

The capability shall be provided to compute a partial FEGLI deduction and government contribution for employees transferring into or out of the installation in the current pay period, based on the four-day rule as specified in Paragraph 3.1.3.2.4-402.

3.1.3.2.4-504

The capability shall be provided to use the shift rate of the last shift worked in the pay period to compute the annual salary used in the computation of the basic FEGLI deduction for Federal Wage System employees (NASA Classification Code = 1****) as follows.

Basic FEGLI Deduction, Federal Wage System

(A / 1000) x B

Where:

A = $8,000 for employees whose computed annual salary (Salary: Hourly x 2087 x shift rate of last shift worked) is less than or equal to $8,000; computed annual salary + $2999.99 for all other employees, rounded down to whole thousands. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the annualized pay amount shall include the hazardous differential.

B = Basic FEGLI rate per thousand in table TLIFE.

For Federal Wage System re-employed annuitants (Annuitant Indicator = 1, 4, 5, A, C, E), basic FEGLI shall be computed substituting Salary: Scheduled for the Salary: Hourly used in the computation of computed annual salary in A, above.

3.1.3.2.4-600

The capability shall be provided to compute biweekly state tax withholding deductions based upon the biweekly gross pay less the employee's TSP deduction for the following US states and the District of Columbia in accordance with the applicable state laws and regulations.

- Alabama

- Arizona

- California

- Colorado

- Connecticut

- Louisiana

- Maryland

- Mississippi

- New Mexico

- New York

- North Carolina

- Ohio

- Utah

- Virginia

- West Virginia

The capability shall be provided to compute biweekly state tax withholding deductions based upon the biweekly gross pay not reduced by the employee's TSP deduction for Pennsylvania in accordance with the applicable state laws and regulations.

3.1.3.2.4-601

The capability shall be provided to compute biweekly city tax withholding deductions based upon the biweekly gross pay less the employee's TSP deduction for New York City in accordance with the applicable local tax entity laws and regulations.

3.1.3.2.4-700

The capability shall be provided to compute biweekly city tax withholding deductions based upon the biweekly gross pay not reduced by the employee's TSP deduction for Cleveland and Fairview Park in accordance with the local tax entity laws and regulations.

3.1.3.2.4-800

The capability shall be provided to deduct biweekly a maximum of five deductions for indebtedness to the US Government until the total required indebtedness payments are completed.

3.1.3.2.4-900

The capability shall be provided to deduct biweekly a maximum of three deductions for child support until the Child Support: Ded Date Limit is reached in the current pay period or the required child support payments are completed.

3.1.3.2.4-1000

The capability shall be provided to deduct biweekly a maximum of nine deductions for court ordered commercial garnishments until the total required for each commercial garnishment account is completed. No deduction shall be taken for each account with a requested withholding amount that exceeds the available earnings.

3.1.3.2.4-1001

An informative message shall be generated if the total commercial garnishment deduction exceeds 25 percent of the employee's disposable earnings (gross pay after adjustments minus CSRS or FERS, OASDI, HIT, TSP, federal tax, FEHB, FEGLI basic, state and local tax, indebtedness to the government, child support, and bankruptcy).

3.1.3.2.4-1100

The capability shall be provided to deduct biweekly deductions for bankruptcy until the total required bankruptcy payments are completed.

3.1.3.2.4-1200

The capability shall be provided to compute the employee deduction values of FEGLI Option A - Standard and FEGLI Option C - Family by using the employee's current FEGLI age and the Option A and C table age values as follows.

FEGLI Option A - Standard

B for A

Where:

A = Option A election in table TLIFE in Appendix J based on FEGLI: Code

B = Option A rate in table TLIFE based on FEGLI Age

FEGLI Option C - Family

B for A

Where:

A = Option C election in table TLIFE in Appendix J based on FEGLI: Code

B = Option C rate in table TLIFE based on FEGLI age

3.1.3.2.4-1201

The capability shall be provided to compute the full-time employee deduction for FEGLI Option B - Additional as follows.

FEGLI Option B - Additional, Full-Time

A x B x C

Where:

A = (Empl Adjstd Basic Pay Amt + Empl AUO Anl Amt + Availability Pay: Annual Amt + 999.99) / 1000, rounded down to next 1000

B = Option B rate per thousand as derived from the Age table (Standard FEGLI table)

C = Option B multiplier (1, 2, 3, 4, or 5)

For full-time re-employed annuitants (Annuitant Indicator = 1, 4, 5, A, C, or E), basic FEGLI shall be computed substituting Empl Sch Adjstd Basic Pay Amt for the Empl Adjstd Basic Pay Amt used in A, above.

3.1.3.2.4-1202

The capability shall be provided to compute the career part-time employee deduction for FEGLI Option B - Additional the same as for the full-time employee, except the part-time annual salary shall be computed as for the FEGLI basic deduction.

3.1.3.2.4-1203

The capability shall be provided to use the shift rate of the last shift worked in the pay period to compute the annual salary used in the computation of the optional FEGLI deduction for Federal Wage System employees. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the annualized pay amount shall include the hazardous differential.

3.1.3.2.4-1204

The capability shall be provided to compute a partial optional FEGLI deduction for employees transferring into or out of the center in the current pay period, based on the four day rule as specified in Paragraph 3.1.3.2.4-402.

3.1.3.2.4-1300

The capability shall be provided to compute military service deposit and interest when it becomes due. Prior to the biweekly computation of the military service deposit deduction, the capability shall be provided to determine whether the interest accrual is due as follows. The interest shall be accrued and added to the CSRS: Mil Dep Balance or FERS: Mil Dep Balance (depending on the Retirement Plan) when the current date is greater than the employee's Military Deposit: Interest Accrual Date (SCD: Leave + 3 years). Interest shall be accrued annually thereafter when the date (month and day) of the Military Deposit: Interest Accrual Date falls within the current pay period beginning and ending dates, based on the Military Deposit Balance. The military deposit balance is computed as follows.

Military Deposit Balance

A + B - C - D

Where:

A = CSRS/FERS: Mil Dep Total Required

B = CSRS/FERS: Mil Dep Int Cum

C = CSRS/FERS: Mil Dep Cum

D = CSRS/FERS: Mil Dep Trnsfr In

3.1.3.2.4-1301

The capability shall be provided to compute accrued interest as follows.

Military Deposit Accrued Interest

$((((30 \times A) - B + (G - 30) / 360) \times C) + (D \times E)) \times F$

Where:

A = Total number of complete months remaining in the year including the month that contains the last day of the interest-free grace period (interest accrual date)

B = Number of the last day of the interest-free period in the month

C = Prior year interest rate

D = $1 - ((30 \times A) - B + (G - 30) / 360$

E = Current year interest rate

F = CSRS/FERS: Mil Dep Balance

G = Maximum days of the month which contain the last day of the interest-free grace period

Biweekly deductions for military deposit shall be deducted until the total military deposit balance is satisfied.

3.1.3.2.4-1400

The capability shall be provided to deduct CSRS deductions for Civilian Service Credit from the earnings of re-employed annuitants (Retirement Plan of 1, 6, C, E, R, or T and Annuitant Indicator of 1, 4, or 5). The deductions shall be based on the computation of biweekly earnings using the employee's full scheduled salary as follows. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly earnings shall include the hazardous differential.

Civilian Service Credit

(Empl Sch Adjstd Basic Pay Amt / 2087) x Biweekly Base Hours) x CSRS Rate

A government CSRS contribution shall not be computed for re-employed annuitants.

3.1.3.2.4-1500

The capability shall be provided to deduct each voluntary savings allotment deduction amount from net earnings if the sum of the deductions is less than net earnings.

3.1.3.2.4-1600

The capability shall be provided to deduct the TSP loan repayment amount when the deduction amount is equal to or less than the net earnings available.

3.1.3.2.4-1700

The capability shall be provided to compute the union dues deduction as follows.

Union Dues Deduction

(A x B + C) or D

Where:

A = Biweekly Base Earnings (includes earnings from Locality pay, AUO, and availability pay) + Base Earnings: Adjustment + Empl Admn Uctrd OT BW Adj Amt + Availability Pay: Adj + Foreign Diff: B/W

B = Union Rate in table TUNION in Appendix J

C = Union Addend in table TUNION

D = Union Dues: Required

3.1.3.2.4-1800

The capability shall be provided to apply deductions for a maximum of 10 bonds. For each bond, the deduction shall be applied when the amount of the deduction is equal to or less than the net earnings available.

3.1.3.2.4-1801

The capability shall be provided to compute the Bond: Current Balance for each bond by adding the deduction amount to the Bond: Current Balance. If the balance is greater than or equal to the purchase price in table TBOND in Appendix J, the purchase indicator shall be set to 1, indicating the requirement to issue a bond in the current pay period.

3.1.3.2.4-1802

For bonds denominated $75 or greater, the capability shall be provided to set the Bond: Date in the first pay period the Bond: Current Balance becomes greater than or equal to half the purchase price of the bond. The Bond: Date shall be set to the month and year of the pay period ending date in Table 3.1.1.4.2-3.

3.1.3.2.4-1900

The capability shall be provided to apply the CFC deduction when the amount of the deduction is equal to or less than the net earnings available.

3.1.3.2.4-2000

The capability shall be provided to compute basic coverage and deductions and optional NEBA life insurance deductions and NEBA travel accident insurance deductions as follows.

NEBA Biweekly Basic Deduction

A x (4 / 26)

Where:

A = NEBA quarterly basic deduction in table TNEBA in Appendix J based on employee's NEBA: Age and Salary Adjusted Basic Pay (including Standby premium pay and availability pay)

NEBA Biweekly Spousal Deduction

A x (4 / 26)

Where:

A = NEBA quarterly spousal deduction in table TNEBA based on employee's Adjusted Basic Pay (including Standby premium pay and availability pay)

NEBA Optional Deduction

(((A x 25,000) x C / 1000) x B) / 26

Where:

A = NEBA optional units selected (-6)

B = NEBA rate per thousand of optional insurance in table TNEBA*

C = NEBA face percent in table TNEBA*

*   Based on employee's NEBA: Smoker Indicator and NEBA: Age

NEBA Travel Accident Insurance Deduction

NEBA biweekly premium amount in table TNEBATRV in Appendix J

NEBA Basic Coverage

NEBA: Basic Coverage shall be set to the Basic Life Insurance Face Amount from the TNEBA table when the employee Age is less than 55. When the value of Empl Adjstd Basic Pay Amt is greater than $45,000 and the employee Age is 55 or greater, the NEBA: Basic Coverage shall be set to $85,000.

3.1.3.2.4-2001

The capability shall be provided to deduct the total NEBA deduction when the amount of the deduction is equal to or less than the net earnings available.

3.1.3.2.4-2100

The capability shall be provided to deduct the miscellaneous deduction when the amount of the deduction is less than the net earnings available.

3.1.3.2.4-2200

The capability shall be provided to deduct the advance pay deduction when the amount of the deduction is less than the net earnings available.

3.1.3.2.4-2300

The capability shall be provided to apply the following plus or minus adjustments to net earnings as specified by the user.

- Advance Pay

- CSRS

- FERS

- FICA

- HIT

- Federal Tax

- FEHB

- FEGLI Basic

- State Tax

- City Tax

- County Tax

- FEGLI Option A

- FEGLI Option B

- FEGLI Option C

- TSP

- TSP Loan Allotment (1 & 2)

- Union Dues

- Bond Refund Adjustment

- CFC

- Bill of Collection

- EIC

3.1.3.2.4-2301

The capability shall be provided to apply the plus adjustments (refunds) prior to the minus adjustments (collections). The order of application of the minus adjustment shall be the same order as the deductions as specified in Paragraph 3.1.3.2.4.

3.1.3.2.4-2302

The capability shall be provided to apply the adjustment amount to the corresponding primary deduction accumulation data field. The current pay period adjustment field values shall be maintained separately from the current pay period amounts computed from current time and attendance hours.

3.1.3.2.4-2400

The capability shall be provided to compute an EIC payment to be added to net pay for employees whose EIC: Marital Code is 1 or 2. The TEIC table in Appendix J shall be used as follows.

EIC Payment

A - B

Where:

A   =   TEIC Amount

B   =   Computed Gross Minimum for EIC

Computed Gross Minimum for EIC

(A' - B') C'

Where:

A' =   Gross Earning

B' =   EIC Earning Base (TEIC table)

C' =   EIC Rate (TEIC table)

OUTPUTS

The following outputs result from the Net Pay processes.

3.1.3.2.4-2500

Employee database updates resulting from the computation of net pay.